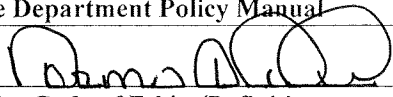


**Wichita Police Department Policy Manual**Approved by: **Regulation 1.0 – Code of Ethics/Definitions**

Page 1 of 3

Maintained by:
Information Services

Issue/Rev.: R 10-01-2012

Regulation 1.1 Code of Ethics

As a member of the Wichita Police Department, I will uphold the Department's reputation for ethical behavior, honesty and integrity. I will not engage in activities that otherwise may bring discredit upon the Department, the greater law enforcement community or myself. Honesty and integrity are of upmost importance in the performance of my official duties as well as in my private life. All confidential information obtained during the performance of my official duties will not be shared except in the performance of my official duties.

My fundamental duty is to serve the citizens of our community, to safeguard lives, property and to protect the innocent against deception. I will be responsive to the behavior that leads to crime and fear of crime. I will be dedicated in the performance of my duties. I will enforce the law courteously and appropriately. I will exercise sound and reasonable judgment in all circumstances.

I will respect differences and recognize that unique skills, knowledge and background bring strength to our community. I will consistently strive to problem solve in collaboration with and for the betterment of my community. I am receptive to innovative ideas that effectively address community issues.

I accept my position as a symbol of community trust and recognize my service to others. I will strive to develop and enhance partnerships with citizens to positively affect the quality of life in our community.

Regulation 1.2 Definitions

Terms used throughout this Manual shall have the following meanings:

ADMISSION	A statement by a suspect which tends to prove his/her guilt, but is not a confession.
AUXILLARY PERSONNEL	Members of organized non-salaried groups which operate as an adjunct to a police department, including reserve officers. (K.S.A. 74-5602)
BEAT	A geographic area within a patrol bureau, primarily assigned to one officer to continually patrol.
BLUE LETTER	Correspondence between the Police Department and any other subdivision of Wichita City Government.
BUREAU	A Departmental unit [the Commanding Officer of which reports directly to a Division Commander], composed of two (2) or more sections which perform functionally- related activities.
CALL	A specific police task, performed in response to a public request for assistance or through the initiation of an officer.
CHAIN-OF-COMMAND	The line of authority extending from the Chief of Police through a single subordinate at each level of command.
CHIEF	The Chief of Police, the executive head of the Wichita Police Department.
CITY	Wichita, Kansas.
COMMANDER	A commissioned or non-commissioned supervisor assigned to exercise authority over a Section, Bureau, or Division.
COMMANDING OFFICER	A commissioned supervisor with the rank of Sergeant or above assigned to exercise authority over a police incident.
CONFESSION	A formal declaration of guilt.
CUSTODY	The state of being detained or held under guard.
DISCIPLINE	Corrective action taken against a member of the Department following a breach of conduct or violation of Departmental policy(s) or regulation(s).
DIVISION	A Departmental unit [the Commanding Officer of which reports directly to the Chief of Police], composed of two (2) or more bureaus which perform functionally- related activities.
FRESH PURSUIT	Pursuit, without unnecessary delay, of a person who has committed a crime, or who is reasonably suspected of having committed a crime.

INTENT	The state of mind operative at the time an action is taken, wherein the actor desires the logical consequences of the act.
INTERROGATION	The art of questioning or interviewing, particularly as applied to obtaining information from someone who is reluctant to cooperate; may apply to questioning of witnesses, victims, or others.
MAGISTRATE	A judicial officer having authority to conduct trials and hearings in criminal and civil matters, and to issue writs, orders, warrants of arrest and other legal documents. In Kansas, the title of a magistrate of the Supreme Court is Justice; the Court of Appeals, District Courts and Municipal Courts have Judges.
MEMBER OF THE DEPARTMENT	Any employee of the Department, either commissioned or non-commissioned, as well as Reserve Police Officers.
MISCONDUCT	Behavior that tends to reflect unfavorably upon a member of the Department and/or the Department, and is a violation of regulations
NORMAL BUSINESS HOURS	8 A.M. to 5 P.M., Monday through Friday [excluding holidays].
OFF DUTY	The period of time when a member of the Department is not being compensated by the City to perform official police tasks.
OFFICER	A full-time, paid, duly-commissioned member of the Department.
OFFICER-IN-CHARGE	In the absence of a supervisor, the senior officer at the scene is in charge of any police incident until relieved by a higher ranking officer.
OFFICER'S REPORT	Intra-Departmental correspondence, used to convey information and/or make requests among members of the Department.
ON DUTY	The period of time when a member of the Department is performing required or official police tasks while being compensated.
ORDER	A mandatory directive, either oral or written, issued in the course of Departmental duties by a supervisor to a subordinate, or a group of subordinates.
POLICE INCIDENT	An occurrence or incident which requires police action or service.
POLICIES	Written statements that define the goals and objectives of the Department, and the principles to be adhered to in accomplishing them.
PROBABLE CAUSE	Probable Cause: Probable cause exists where the facts and circumstances within the arresting officer's knowledge, and of which such officer had reasonably trustworthy information, are sufficient in themselves to warrant a person of reasonable caution in the belief that an offense has been or is being committed.
REGULATIONS	A set of rules, issued by the Chief of Police, prescribing and proscribing the behavior of members of the Department, both on- and off-duty.
REPORT	A written communication relating to Departmental matters.
REPORTING OFFICER	The officer who makes an Incident Numbered WPD case which officially documents a call.
SECTION	A Departmental unit [the Commanding Officer of which reports directly to a Bureau Commander] which performs a specific police function.
SENIOR OFFICER	In any group of officers of the same rank, the one who has the most aggregate time served in that rank.
SPECIAL BULLETIN	Contains specific, police-related information, is distributed to all officers, and is written or authorized by the Chief or a Division, Bureau or Section Commander.
SPECIAL ORDER	Issued by the Chief of Police or the Commanding Officer of a Division or Bureau, it sets temporary policy or makes an announcement.
SUPERVISOR	A commissioned officer with the rank of sergeant and above, or a non-sworn member of the Department, who is designated to supervise other members of the Department.

THROUGH CHANNELS A formal routing system which ensures that a report is reviewed by all supervisors in the direct chain-of-command, leading from the person who initiates the document to the person to whom the report is being sent.